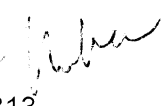


DATE: June 30, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M. 
Director of Purchasing x 4313

THRU: Aurora Wells
Interim Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **JULY 7, 2004.**

Item should read as follows:

Request that the Director of Purchasing be authorized to issue Purchase Order(s) as necessary to Duncan Parking Technologies, Inc. to provide parking meter mechanisms, parking meter housings, parking meter parts and accessories until such time that Duncan Parking Technologies, Inc. is no longer the sole source.

Duncan Parking Technologies, Inc. is the sole source manufacturer and provider of the City of El Paso's parking meter mechanisms, parking meter housings, parking meter parts and accessories. All sales of Duncan Parking Technologies, Inc. parking systems are made directly from the company to the end user. Sales are not made to distributors for resale to the end user.

These parking meter mechanisms, parking meter housings, parking meter parts and accessories will be used to repair existing meters and install additional parking meters as necessary.

Funds for this expenditure shall be made available in the following account:

Department: Street Department
Funds Available: Various
Funding Source: Various
Amount: \$50,000.00 (annual estimate)
District(s): All

Contact person: Alfonso Guerrero Jr., Interim Procurement Analyst at 541-4654.

AGENDA FOR: **JULY 7, 2004**



Agenda Item Form

Agenda Date: July 7, 2004

Districts Affected: All

Dept. Head/Contact Information: Alfonso Guerrero Jr, Procurement Analyst, (915) 541-4654

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Sole Source</u> | | |

Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☒ Other Source: Street Department Operating Funds

Legal:

- ☒ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

Purchases are necessary for regular maintenance, repair, replace, and add new parking meters as needed to generate revenue for the City of El Paso. The parking meters also play an important safety role in organizing overall pedestrian and traffic movement especially in the downtown area.

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

The revenue generated by the parking meters greatly outweigh the cost to maintain them. The parking meters also provide a service to the public by creating a safe organized structure for areas with high vehicle and pedestrian traffic.

Statutory or Citizen Concerns:

Not applicable.

Departmental Concerns:

The street department requires these purchases to maintain the proper operation of the parking meters.

PURCHASING DEPARTMENT

TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing
THRU: Alfonso Guerrero Jr. AG
Procurement Analyst
DATE: June 29, 2004

Please place the following item on the CONSENT COUNCIL AGENDA for the Council Meeting of Wednesday, July 7, 2004.

Item should read as follows:

Request that the Director of Purchasing be authorized to issue Purchase Order(s) as necessary to Duncan Parking Technologies, Inc. to provide parking meter mechanisms, parking meter housings, parking meter parts and accessories until such time that Duncan Parking Technologies, Inc. is no longer the sole source.

Duncan Parking Technologies, Inc. is the sole source manufacturer and provider of the City of El Paso's parking meter mechanisms, parking meter housings, parking meter parts and accessories. All sales of Duncan Parking Technologies, Inc. parking systems are made directly from the Company to the end user. Sales are not made to distributors for resale to the end user.

These parking meter mechanisms, parking meter housings, parking meter parts and accessories will be used to repair existing meters and install additional parking meters as necessary.

Funds for this expenditure shall be made available in the following account:

Department: Street Department
Funds Available: Various
Funding Source: Various
Amount: \$50,000.00 (annual estimate)
District(s): All

MUNICIPAL CLERK'S USE: ITEM NO. _____

CITY OF EL PASO STREET DEPARTMENT

MEMORANDUM

June 29, 2004

TO: Byron Johnson, Director of Purchasing

ATTN: Alfonso P. Guerrero, Buyer

FROM: Daryl W. Cole, Streets Director



SUBJECT: Duncan Parking Technologies

Request that the Director of Purchasing be authorized to issue Purchase Order(s) as necessary to Duncan Parking Technologies, Inc. to provide parking meter mechanisms, parking meter housings, parking meter parts and accessories until such time that Duncan Parking Technologies, Inc. is no longer the sole source.

Duncan Parking Technologies, Inc. is the sole source manufacturer and provider of the City of El Paso's parking meter mechanisms, parking meter housings, parking meter parts and accessories. All sales are made directly from the company to the end user. Sales are not made to distributors for resale to the end user.

These parking meter mechanisms, parking meter housings, parking meter parts and accessories will be used to repair existing meters and install additional parking meters as necessary. Duncan Parking Technologies is also the provider for the maintenance software and for the parking meter "Debit" card.

The maintenance of the City's parking meter system is vital in the generation of revenue for the City and for traffic control and movement particularly in the downtown area. A capital investment was made to procure and upgrade the meter system and the revenue and service being provided to the public greatly outweigh the cost to maintenance.

If you have any questions please call me at 621-6750.

DWC/en

FROM : ZARAGOZA BRIDGE

FAX NO. : 8609932

May. 27 2004 02:37PM P2

HD/01/04 16:21 FAX 8707412423

Duncan Industries

**Duncan Parking Technologies, Inc.**

INDUSTRIAL PARK ROAD
P. O. BOX 849
HARRISON, AR 72601
(800) 338-6226

FAX: (870) 741-2861

DATE: March 2, 2004
FAX TO: City of El Paso
Attn: Christie
915-860-99932
RE: Sole Source Provider
FROM: Pam Yount

Duncan Parking Technologies, Inc. is the sole source manufacturer and provider of the following parking meters, parking meter parts and accessories:

Duncan Standard Sealed Collection Cart (62000-S)
Duncan Double Meter Adapters (yoke plugs 69116-003)
Duncan Rate Plate Decals (2600-110)
Duncan Eagle 2000 plus Electronic Mechanism
Duncan Model 90 Single Housing

All sales of Duncan Parking Technologies parking systems are made direct from the Company to the end user.

Sincerely,

Pam Yount
Regional Sales Manager
800-338-6226 ext. 270